



TOWN OF GRAFTON
GRAFTON MEMORIAL MUNICIPAL CENTER
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Grafton Town House Oversight Committee

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MINUTES REGULAR MEETING Conference Room B, Municipal Center February 22, 2016 7:00 pm

Attendees: John Marro, John Morgan, Brook Padgett, Paul Scarlett and Dave Therrien

1. Call to Order

- ♦ Mr. Padgett called the meeting to order at 7:06 pm

2. Committee Business

- ♦ Acceptance of the minutes from the following meeting:
 - 12/28/15 – Mr. Marro motioned to accept the minutes as submitted, Mr. Morgan seconded, there was no discussion and the vote passed unanimously.

3. Old Business

- ♦ Town House Preservation Project
 - Comprehensive Accessibility and Assembly Phase - Construction Update
 - Add Alternates –Appears likely there will be sufficient surplus contingency funds to support completion of the two add alternates associated with this project (landscaping to include planting beds, shrubs/plants and a patio, and a sprinkler system); however, completion of some or all of this work may be more appropriately held off on in light of the repointing and other construction being planned for the Completion Phase. Timing of that work is not yet clear, but if it is to be done in the near term, holding off on this work may make the most sense.
 - A recommendation is being considered by the construction management team to complete a change order for an extension of the sidewalk at the rear of the building so it will be able to provide a contiguous accessible pathway around the building. This, along with the implementation of angled parking to maximize parking at

the rear of the building needs to be settled on. A decision from the Board of Selectman (BOS) is needed before this can be approved. Mr. Deschenes will be attending the March 1st BOS meeting to discuss this.

- Boulevard Street Traffic Concerns – Mr. Marro voiced concerns with the one way configuration indicating that the inability to take a left turn on Worcester Street when exiting Boulevard Street creates a backup of vehicles at the intersection in front of the Town House. Mr. Scarlett pointed out that the decision to not allow left turns is separate from the one way issue and suggested that if it is causing this issue, the decision could be revisited. He also pointed out that the one-way configuration, which seem to be working well overall, is necessary to maximize much needed parking at the rear of the building.
- Completion Phase Status Update
 - Mr. Scarlett advised work continues on Fundraising for this final phase of the project. ATA expects to find out about the MCFF grant from the state next month and is hard at work on securing other grants and private donations.
 - Mr. Scarlett advised that some change orders for the current project phase have been processed to support completion of work that is cheaper to do now while walls are open and construction is actively being completed. This includes plumbing needed to bring drains and hot/cold water for the future kitchenette, installation of recessed lighting in second floor kitchenette and classrooms, and completion of office walls, flooring and electrical/computer outlet wiring in second floor business office and/or classroom space.

4. New Business

- ♦ Mr. Therrien advised the Grafton Historical Society uncovered an issue with the gas metering of their spaces in the building. Due to inconsistencies seen on their bills, Mr. Therrien advised GHS contacted the gas company and were able to determine that the meters assigned to them are not connected to their leased space. They are in the process of determining who space their meter is tracking and who has been being billed for their space. It is unknown if only 4 spaces are impacted or if all meters are not appropriately traced back. He is awaiting further word on this. Mr. Padgett pointed out that Renaud did this work and will need to correct any errors uncovered.

5. Adjournment

- ♦ Mr. Morgan motioned to adjourn at 7:55, Mr. Therrien seconded and the vote passed unanimously.